

P.T.A. Association Meeting Minutes

September 10, 2020 via Zoom

**Board Members present**: Katie Castellanos, Jennifer Hurtikant, Emily Niemeyer, Luciana Yerena, Everett Allen Greer, Cecilia Mercado, Arlene Mercado, Evelyn Jimenez, Gabriela Valle, Luz Hartman, Dyanne Garcia Reyes, Cindy Dominguez

**Call to order by:** Katie Castellanos at 6:30 p.m

**Location:** Zoom

**Minutes recorded by:** Cecilia Mercado

**Welcome/Call to Order** (Katie):

Introduced guest: Beth Gendreau, Downey Council Representative.

Meeting norms (33rd district is conducting meetings in this manner):

* Stay muted.
* Place comments and questions on Chat. Jen, our Parliamentarian will be monitoring the Chat.
* Approval of motions will be done by thumbs-up or by sending vote on Chat.
* Meeting is planned to be 60 minutes long.

**Financial Report (Allen Greer ):**

Katie: Keep in mind that the budget will be the most difficult part of the year. We have no idea what it is going to look like. It’s a work in progress.

* Forecasting 2020-2021 budget based on 2019-2020 budget
* Budget will be impacted if the biggest items that generate revenues (Membership &Fundraising) do not occur as planned.
* Total estimated income: $28,150.00
* Total Proposed Organizational Expenses: $8,957.60
* Total Proposed Student Service Expenses: $25,642.50
* Combined totals for Organization & Service Expenses: $34,580.00

Katie: Additional expenses (reflected in the budget) have been incurred due to Covid/Distant Learning

* Canva Membership: $200.00
* Zoom (Premium for Hosting Edition): $150.00
* Quicken (subject to change) : $80.00 (*P.T.A. Easy* no longer used, last year fees were refunded.)
* Square Fees: $800.00 - P.T.A. approved the use of Square and requested that Vemo not be used.
* Website fees: $1,000.00

Beth Gendreau raised a question. She informed members that budget could not be approved if our expense were more than our balance. Allen explained that the 2018-2019 balance was not included as part of the revenue. Beth indicated that it needed to be added to the balance. She further indicated that in order for the budget to be approved it needed to balance, Income and Expenses needed to match.

Jen advised that the balance needed to be approved today.

Beth advised that Allen step out of the meeting to make the necessary changes.

**Reflections/HELPS:** (Dyanne Garcia Reyes)

* Reflections theme: I MATTER BECAUSE…
* Reflection is an Arts Contest. Everything will be done virtually.
* Katie gave the due date October 15, 2020. Dyanne indicated that the date had been pushed back. Will provide us with the date.

Katie encouraged everyone to participate in Reflections. It’s a national competition. The competition provides students with the opportunity to express themselves in the Arts, Dance, and Music. Winners have the opportunity to move to the State and then to the National level.

* First donation has been given to H.E.L.P.S., which is located in Apollo Park. Food donations were collected during Distribution Days (8/27-28)
* HELPS is not currently open, however they are open to receive donations.

**Memberships**: (Gabriela Valle)

Katie:

* Have set a conservative goal: 250 members
* Sign up for membership online at: [www.riohondopta.com](http://www.riohondopta.com).
* Rio Hondo P.T.A. keeps $4.25 of the $10.00
* Remainder is sent to the
1. National P.T.A: $2.25
2. California State P.T.A. $2.00
3. 33rd District: $0.50
4. Downey Council $1.00
* All monies are used to support student and teachers.
* We will be supporting Beautification Projects planned by Mr. Williams

Gabriela:

* Currently we have 114 Members.
* Expect this number to increase once we hold our Class Competitions
* We are doing a great job!

**Fundraisers** (Emily Niemeyers)

* 1st Fundraiser will be at ***MOD Pizza***/Downey on October 8, 2020. Code will be provided.
* Fall Fundraiser will take place late October through November. Items will be delivered directly to your home.
* Ms. Mendenhall will share information with teachers.

Katie: All fundraising information is constantly posted on our social media. Even though we are not at school we are still trying to support our kids and teachers!

**Secretary Report** (Cecilia Mercado)

Requested that the May 2020 Minutes be shared on Zoom prior to making a motion to approve them.

Katie informed us that in the future, minutes will be posted on our website and should be reviewed prior to the meeting.

**Motion #1: Cecilia motions to approve the May 2020 association minutes as presented. Cindy Dominguez seconds. Motion carries.**

 **Principal/Vice Principal Report** (Mr. Williams and Dr. Jones):

Mr. Williams

* Thank you for all the P.T.A. does and their flexibility!
* Staff is anxiously waiting for the P.T.A. shirts!
* Drive-up Distribution was successful!
* We had amazing support in exchanging/distribute 700 Ipads. It is not too late to still get an ipad. They can be picked up at the school’s office.
* The goal is for all of our students to receive one! We have over 800 students.
* Two new panoramic screens have been installed. To build spirit/campus culture and make our campus secure, panoramic screens have been place on the fences facing Muller Avenue. They have changed the scene of our school and made it safer.
* On September 17th @ 6:00 p.m. a ***Coffee Chat with the Principal*** will be held. Encourage all families to join. Guest speakers will address topics such as: how to take care of our students, and ourselves how to manage this situation and to remind us “you are the parent, you are not the teacher”. Speakers will also provide you with resources.

Dr. Jones:

* We have been Zooming to spread Kindness
* Posting on Padlet
* Follow us on instagram@riohondorocks
* We will be having grade level zoom meetings to set Grade Level and School Wide Expectations and provide incentives. This will take place on September 17th 18th and 21st. Zoom link will be sent to families.

**President’s Report** (Katie Castellanos)

* Staff Appreciation T-shirts are ready to be delivered.
* Drove around to deliver Spiritwear that was ordered.
* ***Box Tops*** is now super easy, just download app, and scan the receipts. Make sure you sign up to Rio Hondo.
* Mrs. Mendenhall is our teacher representative. She is an enthusiastic supporter of PTA! She keeps her colleagues informed about the PTA activities and events that support them and their students.
* Spiritwear can be purchase on our website. You can order any size and any design.
* P.T.A. official announcements will be posted on our Facebook page.
* Free Workshops are available. Fall schedule is available. Topics will address how to support mental health.
* Next Association Meeting will be held on the October 8, 2020 @ 7:30 p.m. An auditor needs to be appointed.
* Direct any questions you have to the appropriate Executive Member.
* **Motion #3: Jen motions to approve the cost for the Rio Hondo PTA website. Cindy Dominguez seconds. Motion carries.**
* **Motion #4: Allen motions to approve the 2020-2020 budget. Cindy Dominguez seconds. Motion carries**

**Action Items:**

* Dyanne will find out the new deadline for Reflections.

*Thank you for the Grace! Stay in in touch!*

Meeting adjourned at 7:33 p.m.

Next association meeting: October 8th @ 7:30 p.m.

Recording Secretary: Cecilia Mercado

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date adopted as printed. \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date adopted as corrected.